

**PERSONAL PROPERTY DECLARATION SCHEDULE**  
**(Media Release)**

NAME AND ADDRESS OF CONTACT:

**Elbert County Assessor**  
**221 Comanche Street**  
**PO Box 26**  
**Kiowa, CO 80117**

TELEPHONE NUMBER: 303-621-3101

**SUGGESTED RELEASE: January, after the declaration schedules are mailed**

All persons owning, possessing, or controlling taxable personal property with a total actual value greater than \$7,300 (per owner, per county) on January 1, 2016, are required to report the personal property to the assessor by April 15, 2016. Personal Property Declaration Schedules have been mailed to every person, business, or company known to own, possess, or control taxable personal property in the county. Non-receipt of a declaration schedule DOES NOT excuse taxpayers from declaring taxable personal property to the assessor. If you have not received a declaration schedule and own personal property with a value greater than \$7,300, contact the assessor at 303-621-3101

All personal property with a total actual value in excess of \$7,300 (per owner, per county) is taxable unless specifically exempt by law.

Taxable personal property includes:

- ◆ All residential household furnishings used to produce income
- ◆ Equipment, furniture, and machinery used by commercial, industrial, and natural resource operations
- ◆ Property used in an agribusiness that does not qualify as agricultural pursuant to § 39-1-102(1.6)(a), C.R.S.
- ◆ Expensed assets with a life greater than one year
- ◆ Fully depreciated assets still in use
- ◆ Personal property in storage that is subject to IRS depreciation
- ◆ Leasehold improvements

Equipment that is licensed as a motor vehicle (SMM plate or Z-Tab) is not reported on the Personal Property Declaration Schedule.

Completed declaration schedules are due April 15, 2016. You may extend the deadline if, prior to April 15, the assessor receives your written request for an extension along with \$20 for a 10-day extension, or \$40 for a 20-day extension. If you do not meet the April 15 deadline and do not request an extension, a penalty in the amount of \$50 or 15% of the taxes due (whichever is less) will be applied to your account.

If you fail to file a declaration schedule, the assessor will establish a taxable value based on the "best information available" and add a penalty of up to 25% of assessed value for any omitted property that is subsequently discovered.